



Memorandum

To: **Honorable Mayor Seei and the Frisco City Council**
Thru: **George Purefoy**, City Manager
From: **Jason Gray**, Assistant to the City Manager
CC: Curtis Hawk, A. Scott Young
Date: 3/16/2001
Re: Project Status Tracking Report

The Project Status Tracking Report that is typically included in this section of the packet is missing due to the inadvertent deletion of the Project Tracking Database that I discovered on Wednesday, March 14. I have recreated most of the database structure, but have not yet had the time to enter the data back into the database. I sincerely apologize for the inconvenience that this causes. I hope to be able to have the data entered and reports created by the time of the City Council meeting, and we will be able to produce the full report on schedule in the future.

Regardless of this omission, you will find a number of memorandums and reports that you have requested from various staff members following this memo.

Thank you for your understanding, if I can be of any support, please contact me at 972-335-5551 x125 or by email at jgray@ci.frisco.tx.us.



FRISCO

Internal Memorandum

To: Mayor and City Council
George Purefoy, City Manager

CC: A. Scott Young, Assistant City Manager

From: Perry Harts, Director of Development Services

Date: 3/16/2001

Re: Underground Utility Issues

At the last council meeting I was tasked to bring a resolution to council on several issues concerning underground utilities. The purpose of this memo is to update you on the progress and categorize the problem.

Here are the issues I am working on:

1. Developers have a difficult time absorbing cost to place utilities underground for small tracts of land. For example the cost to relocate utilities underground was a substantial cost to the developer at Lebanon and Hillcrest. I am working on a revision of the ordinance to provide relief to the underground requirement for this type of developments. I should have it prepared for the April 3 council meeting.
2. Staff believes the intent of the current ordinance is to relocate utilities underground for all road projects. This is an issue because it will add 20 to 30% to the cost of the project. Staff recognizes the desire of council to relocate aerial utility underground, however our current CIP projects are not funded for this. The City of Arlington takes an interesting approach toward utilities. They bring the issue to the citizen's bond committee for consideration. However, as of the 2006 bond series, they have not had a project include underground utility relocations. Staff recommends that the City Council or its designated committee, consider CIP underground utility relocations on a project-by-project basis.
3. Because of deregulation TXU will no longer place utilities underground at cost. The electric deregulation means we will be dealing with a line company whose only

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business is to transport electricity from a wholesaler to the consumer. In the past they extended lines underground at their cost to obtain a guaranteed new customer for life. Now, the rates for electric line companies will be set by the PUC, which is currently anticipated to be \$0.02 per KWH. Therefore the utility companies have a fixed income and will avoid capital expenses. The current ordinance requires the developer to provide underground utility service, which will now be at the developers cost. Staff recommends to continue this requirement, except for those identified in #1 above.



FRISCO

Internal Memorandum

To: Mayor and City Council
George Purefoy, City Manager

CC: A. Scott Young, Assistant City Manager

From: Perry Harts, Director of Development Services

Date: 3/16/2001

Re: Report on Developers Council Issues

Last September Travis Roberts, Frank Jaromin, Brian Patrick and I met with the Developers Council to discuss several concerns. All parties involved thought the meeting was very productive. Attached is a list of 11 issues along with staff's responses. The underlined comments are my responses.

Overall we successfully addressed their concerns. Here is a quick summary of the 11 items identified:

- 8 items have been completed and/ or policies that now have been implemented.
- 1 item is in development however it is beyond the time period originally established.
- 2 items are awaiting action from the Developers Council.

It is my opinion that we have created a "win-win" situation for the city and the Developers Council. We will continue to work with the Developers Council towards constantly improving our service.

ISSUES FOR THE CITY OF FRISCO TO IMPROVE DEVELOPMENT SERVICES

Prepared by the Frisco Developers Council

Updates on 3/13/01 by Perry Harts are underlined.

1. Adopt and publish Engineering Standards and Specifications

Water and Sewer standards have been updated and completed by City Engineering and available electronically. These standards will soon be posted electronically at the website which is in creation currently.

The standards are now posted at our website.

Storm water standards are currently being updated and will be distributed for comment by consulting engineers in Oct/Nov timetable.

Staff has prepared a drainage design manual. It is currently being reviewed by Hunter Associates, which should be ready for the Developers Council review in 2 weeks.

Paving specs are scheduled for distribution in Dec/Jan for comment.

The thoroughfare standards, which include paving specs, have been prepared and a copy has been given to the Developers Council for comment. Consideration for the standards will be on the 3/20/01 City Council meeting.

2. Establish Construction Inspection Standards and Procedures

City staff and representatives of the Developers Council agreed that a "point of contact" whether the Developer, his engineer, or his contractor, would be established at the Pre-Construction Mtg. City staff would be expected to notify this person in the future regarding problems with construction and inspection scheduling. This procedure will eliminate instances where field people or subcontractors do not notify the Developer of problems identified by City. The City will also identify and assign one individual as the head inspector for each project. Any other City staff would deliver their concerns through the head inspector.

Staff has accomplished this by assigning one inspector to each project.

—Thirdly, the City will now distribute at the Pre-Con Mtg. a standardized punch list.—Staff has already developed this form.

This has been done and the sheet has been posted at our web site.

Perry Harts committed to a training program for inspectors for consistency.

Our chief inspector has conducted training on procedures to insure that we have a standardize process.

3. Enable City Engineer to approve subdivisions for acceptance and issuance of building permits

Developers Council agreed to petition City Council to amend the Subdivision Regulations to allow the City Engineer to approve AND accept developments.

The Developer Council has not petitioned City Council on this. No staff action is required.

4. Schedule final inspections within 48 hours of project readiness

City staff agreed, effective immediately, to offer Final Inspections every Friday.

We are currently doing inspections every Friday as stated above.

5. Allow developers to have pre-construction meetings and early grading permits without securing offsite easements

Different types of easements were identified and varying their varying impact to neighboring property owners. It was agreed between City staff and Developer reps that offsite drainage easements must be secured prior to pre-con and early grading permits being granted.

As stated above city staff and the Developers Council agreed that off site drainage easements must be secured prior to issuing grading permits.

With regard to other offsite easements the City will schedule pre-con mtgs. and release early grading permits.

On other easements that do not damage the adjoining property, the city has been issuing permits.

6. Publish or distribute an organizational chart to developers and consultants of City review process

This was agreed to. With a head inspector assigned to each project, problems of this nature should reduce.

This has been posted on the web site.

7. Accept professionally engineered solutions based on sound engineering practice

City Engineer and staff assured Council that every fair and reasonable solution offered by a Developer's consulting engineers will be evaluated with a can-do attitude.

This is being done in several areas when possible. This includes approval of an engineer's recommendation for an alternate method of handling sulfate soils.

8. Reduce the frequency of testing

City Engineer will evaluate a reduction based upon what other area cities are currently requiring. Developer's Council will furnish other examples.

Staff has reviewed our procedures and we believe they are adequate and not onerous. The Developers Council has not provided other examples for consideration.

9. Provide a mechanism for input by the development community before changing engineering standards or enacting new regulatory Ordinances

Revised standards have been submitted to consulting engineers for comment. Future standards will also be distributed for comment. Our talks with City staff pertinent to this list have provided a constructive forum to date.

Staff has implemented this policy and has applied it when possible. We have had only one exception, which was when we changed the slab design requirement for single-family houses. We gave no opportunity to comment because of the urgency of the situation. However, within a week, Bruce Smith set up a very productive meeting between developers, builders, geotechnical engineers and slab designers. Staff received input and incorporated most of their comments into the current policy.

10. Establish policy that new standards / Ordinances will only impact developments or projects after an appropriate tempering / awareness time frame

This was acknowledged by City that changes in standards affect only those projects which are submitted after the changes. The new policy is for the consulting engineer to indicate which water, storm water, paving, etc. standards apply to the plat based upon the submission date of the plat. This will avoid confusion in the future particularly in a multi-phase project.

As stated above city staff agreed with the recommendation. Inspectors have been made aware of the issue and apply appropriate the standard.

11. Dependability of due diligence information

City staff asked for a better job and more care taken on the part of consulting engineers in communicating information to developers. City staff was asked to make current regulations available or pending regs. available in lieu of not providing any information because it is in revision. Drafts and pending regs. should be stamped as such and made public so as not to impede the due diligence process. City also has plans to publish infrastructure plans electronically as they require consulting engineers to submit as-built plans in Adobe Acrobat format. The nature of engineering drawings may be better suited to an Autocad submittal with other engineers able to access drawings in a view format.

Staff agrees that dependable information for due diligence is important to developers and to the city. Staff implemented several endeavors last year to make this information more accessible. This includes organizing, indexing and scanning the library of record drawings. These drawings are now available on our server and should be available on the Internet by the end of the year. Currently, the drawings are available in the construction inspection department for review on an appointment basis.

As far as the issue of PDF vs. AutoCAD, we chose the PDF format because the viewer is available free of charge and has become the most predominant viewer on the Internet. The PDF format requires less storage space than AutoCAD.



Memorandum

To: **Mayor and City Council**
From: **A. Scott Young**, Assistant City Manager
Date: 3/16/2001
Re: Call for projects for the Statewide Transportation Enhancement Program as administered through the Texas Department of Transportation

Action Requested:

None at this time. Staff will bring this item back to you on the April 3, 2001 City Council meeting for consideration.

Background Information:

The Texas Department of Transportation is placing a call for Project Nominations under the Statewide Transportation Enhancement Program. Approximately \$130 million will be available statewide for the selection of eligible candidate projects under this call. The funds provided by this program are on a cost reimbursement basis and are not a grant. Projects undertaken with the enhancement funds are eligible for reimbursement of up to 80%.

The goal of the program is to encourage diverse modes of travel, increase the community benefits to transportation investment, strengthen partnerships between the State and local governments, and promote citizen involvement in transportation decisions.

There are twelve categories that are being considered by the State under this program:

1. Provision of facilities for pedestrians and bicycles,
2. Provision of safety and education activities for pedestrian and bicyclist,
3. Acquisition of scenic easements and scenic and historic properties,
4. Scenic or historic highway programs (including providing tourist and welcome center facilities),
5. Landscaping and other scenic beautification,
6. Historic preservation,
7. Rehabilitation and operation of historic transportation buildings, structures, or facilities (including historic railroad facilities and canals),
8. Preservation of abandoned railway corridors (including the conversion and use for pedestrian and bicycle facilities),
9. Control and removal of outdoor advertising,

10. Archeological planning and research,
11. Environmental mitigation to address water pollution due to highway runoff or reduce vehicle-caused wildlife mortality while maintaining habitat connectivity, and
12. Establishment of transportation museums.

Staff is currently reviewing the project requirements and will come before you at the next City Council meeting and ask you to approve contracts for professional services and approve the projects for nomination. These professionals will assist in the preparation of nomination packets and help conduct research and public meetings.

The following projects are being considered by staff for nomination.

1. The construction of Hike/Bike trails, bridges, and associated items for a trail that connects Hall Office Center to S.H. 121 and potentially to the Business center located in Plano. Staff feels this would be a crucial link for people commuting to work and for pleasure activities as well.
2. The construction of Hike/Bike trails, bridges, and associated items for a trail along White Rock Creek. This trail would be from S.H. 121 to Collin County Community College. This would be a vital link from the trails that are in place or proposed in the communities south of Frisco to the college and will become a spine for the trails in Frisco.

Staff is coordinating with TxDOT engineers to gain grade-separated crossings at SH 121 for these pedestrian crossings, as well as, one at West Rowlett Creek. These crossings will likely be box culverts or a bridge structure that allows pedestrians to cross under SH 121.

3. Contracting with a historical/archeological group to provide a historical/archeological study of the City. This will be very useful in identifying areas of potential significance. This will assist in protecting these areas in the future.
4. The construction a Depot in conjunction with the Heritage Foundation for a museum.

Board Review/ Citizen Input:

Once the identified projects have been refined and consultants have been brought on board to assist there should be public meetings with the various interest groups. Citizen support and community involvement is very important for a successful nomination.

Alternatives:

The City Council could consider the following alternatives:

- Direct staff to continue in the preparation process for nomination packets for your consideration
- Direct staff not to continue and apply to TxDOT in the next call for nominations. The Federal Government has not appropriated any more money for these types of projects at this time.

Financial Considerations:

Should the City be successful in being selected for a project, funds would need to be appropriated for the City's matching funds requirements. It is too early in the process to identify this potential cost to the City. A cost estimate will accompany the nomination packet along with the City's potential financial obligation.

Legal Review:

Not applicable at this time.

Supporting Documents:

Not applicable at this time.

Staff Recommendation:

Staff recommends that the City continue the process of trying to be nominated for these matching funds.

MEMO

DATE: 3-13-2001
TO: Honorable Mayor and City Council
FROM: Dudley Raymond, Senior Landscape Architect
RE: Median Landscaping

At the direction of City Council, staff has classified the undeveloped medians throughout the city. In this process, we looked at beautifying corridors that carry traffic through residential and commercial areas to major thoroughfares. Staff ranked streets higher that carried the most people to and from commercial areas or through developed residential areas.

A refined cost estimate has been established for the top three ranked medians. The cost estimates are for landscaping the medians, if the work was contracted out to a private contractor. These estimates do not include the cost of retrofitting street pavement with pavers at the intersections. Staff is working on a revised cost estimate that would be representative of the cost, if the work were done by City forces.

The estimated cost is as follows:

	From	To	Cost
1. Stonebrook Parkway	Preston Road	North Dallas Toll Road	\$490,000
2. Lebanon Road	Preston Road	North Dallas Toll Road	\$445,000
3. Rolater	Preston Road	Hillcrest Drive	\$435,000